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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

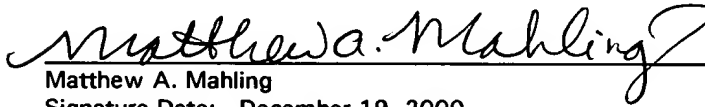
JC918 U.S. PTO  
09/740487  
12/19/00

In re Application ) PATENT APPLICATION  
)  
Inventor(s): Michelle Q. Wang Baldonado; )  
Richard R. Burton; Steve B. Cousins; )  
Kenneth A. Pier; James D. Thornton )  
)  
SC/Serial No.:Unknown )  
)  
Filed: Herewith )  
)  
Title: SYSTEM FOR CREATING EFFICIENT )  
MULTI-STEP DOCUMENT )  
CONVERSION SERVICES ) Customer No. 23910

**CERTIFICATE OF MAILING BY "EXPRESS MAIL"  
UNDER 37 C.F.R. §1.10**

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I hereby certify that this correspondence is being deposited with the United States Postal Service, utilizing the "Express Mail Post Office to Addressee" service addressed to **Box PATENT APPLICATION, Commissioner for Patents, Washington, DC 20231** and mailed on the above Date of Mailing with the above "Express Mail" mailing label number.

 (Signature)  
Matthew A. Mahling  
Signature Date: December 19, 2000

**UTILITY PATENT APPLICATION TRANSMITTAL LETTER UNDER 37 C.F.R §1.53(b)**

Box PATENT APPLICATION  
Commissioner for Patents  
Washington, DC 20231

Sir:

Transmitted herewith for filing is the patent application identified as follows:

Inventor(s): Michelle Q. Wang Baldonado; Richard R. Burton; Steve B. Cousins;  
Kenneth A. Pier; James D. Thornton

Title: **SYSTEM FOR CREATING EFFICIENT MULTI-STEP DOCUMENT  
CONVERSION SERVICES**

No. of pages in Specification: 71 (not incl. title page); No. of Claims: 33.

No. of Sheets of Drawings: 7; Formal:   , Informal: ✓.

The filing fee pursuant to 37 C.F.R. §1.16 is determined as follows:

No. Filed	No. Extra	Rate Small Entity/ Other Than Small Entity		
Basic Fee		\$355.00 \$710.00	=	\$ 710.00
Total Claims <u>33</u> - 20 = <u>13</u> *	X	\$ 9.00 \$ 18.00	=	\$ 234.00
Independent Claims <u>10</u> - 3 = <u>7</u> *	X	\$ 40.00 \$ 80.00	=	\$ 560.00
First Presentation of Multiple Dependent Claim(s) <u>  </u>		\$135.00 \$270.00	=	\$
		Total	=	\$1,504.00

\*If the difference is less than zero, enter "0".

✓ Please charge Deposit Account No. 24-0037 in the amount of \$ 1,544.00 (\$1,504 to cover the filing fee plus \$40 to cover the assignment recording fee). A duplicate copy of this authorization is enclosed.

   A check in the amount of \$    to cover the filing fee (\$   ), and assignment recording fee (\$40.00), if applicable, is enclosed.

✓ The Commissioner is hereby authorized to charge underpayment of any additional fees (including those listed below) or credit any overpayment associated with this communication to Deposit Account No. 24-0037. A duplicate copy of this authorization is enclosed.

✓ Any additional filing fees under 37 C.F.R. §1.16.

✓ Any patent application processing fees under 37 C.F.R. §1.17.

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Respectfully submitted

Date: 12/19/00

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